

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 12/11/01

AGENDA ITEM 3

WORK SESSION ITEM _____

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Police Station Entrance and Communications Center Modifications: Approval of Plans and Specifications and Call for Bids

RECOMMENDATION:

It is recommended that the City Council approve the attached resolution that approves the plans and specifications for the Police Station Entrance and Communications Center Modifications and calls for bids to be received on January 29, 2002.

BACKGROUND:

The adopted CIP budget funds two projects that together enlarge the City Police building by approximately 1,900 square feet. The first project expands the entrance area by approximately 540 square feet to provide a more customer-service-oriented entrance area and an additional office. The second project expands the second floor area out over the existing first floor roof in the back of the building, so that the communications center can be relocated there. The project will remodel the existing elevator controls and stairway railings to meet the State's current handicapped accessibility code. The Police will be receiving new communications equipment from a State grant. The existing first floor communications center area will be reused for administrative offices.

The project is categorically exempt under the Addition to an Existing Structure section of the California Environmental Quality Act.

During design of this project, police department staff identified a need for two additional new office areas, also as an expansion of the second floor area. Since the construction of these two additions is contingent on receiving favorable bids, both are identified as additive alternatives. Additive Alternative A, a 400 square foot office will be for the crime analysis unit. All the equipment and furnishing for this space will be acquired through separate grant funding. Additive Alternative B, a 670 square foot office will be for information systems, providing work bench space for computer server setup, trouble shooting, repair and training, and housing backup servers, specialized printer and scanner workstations. Selection of the low bidder will be based on the total bid, including the two additive alternatives.

Staff has established a goal of 16 percent for Disadvantaged Business Enterprises (DBE) participation and a goal of 4 percent for Women's Business Enterprises (WBE) participation for this project. The goals were established through an evaluation of available subcontracting

opportunities for the project and an analysis as to which portion of that subcontracting would be reasonable to set aside for DBE and WBE participation.

PROJECT COSTS:

The estimated costs of the project are as follows:

Construction	
Base Bid	\$ 460,000
Additive Alternatives	170,000
Consultant Design and Construction Support	90,000
Design Administration	30,000
Construction Inspection and Administration	40,000
Total	<u>\$ 790,000</u>

FUNDING:

The 2001-02 Capital Improvement Program includes \$741,000 in the Capital Improvement Fund for these modifications. After bids are received an additional appropriation will be requested, as necessary.

SCHEDULE:

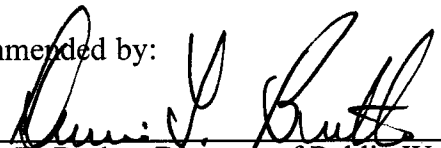
The following schedule has been developed for this project:

Open Bids	January 29, 2002
Award Construction Contract	February 26, 2002
Begin Construction	March 25, 2002
Complete Construction	December 9, 2002

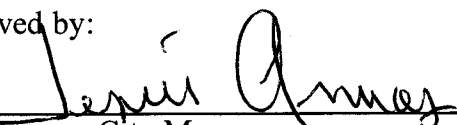
Prepared by:


Robert A. Bauman, Deputy Director of Public Works

Recommended by:


Dennis L. Butler, Director of Public Works

Approved by:


Jesús Armas, City Manager

Attachments: Exhibit A: Project Location Map

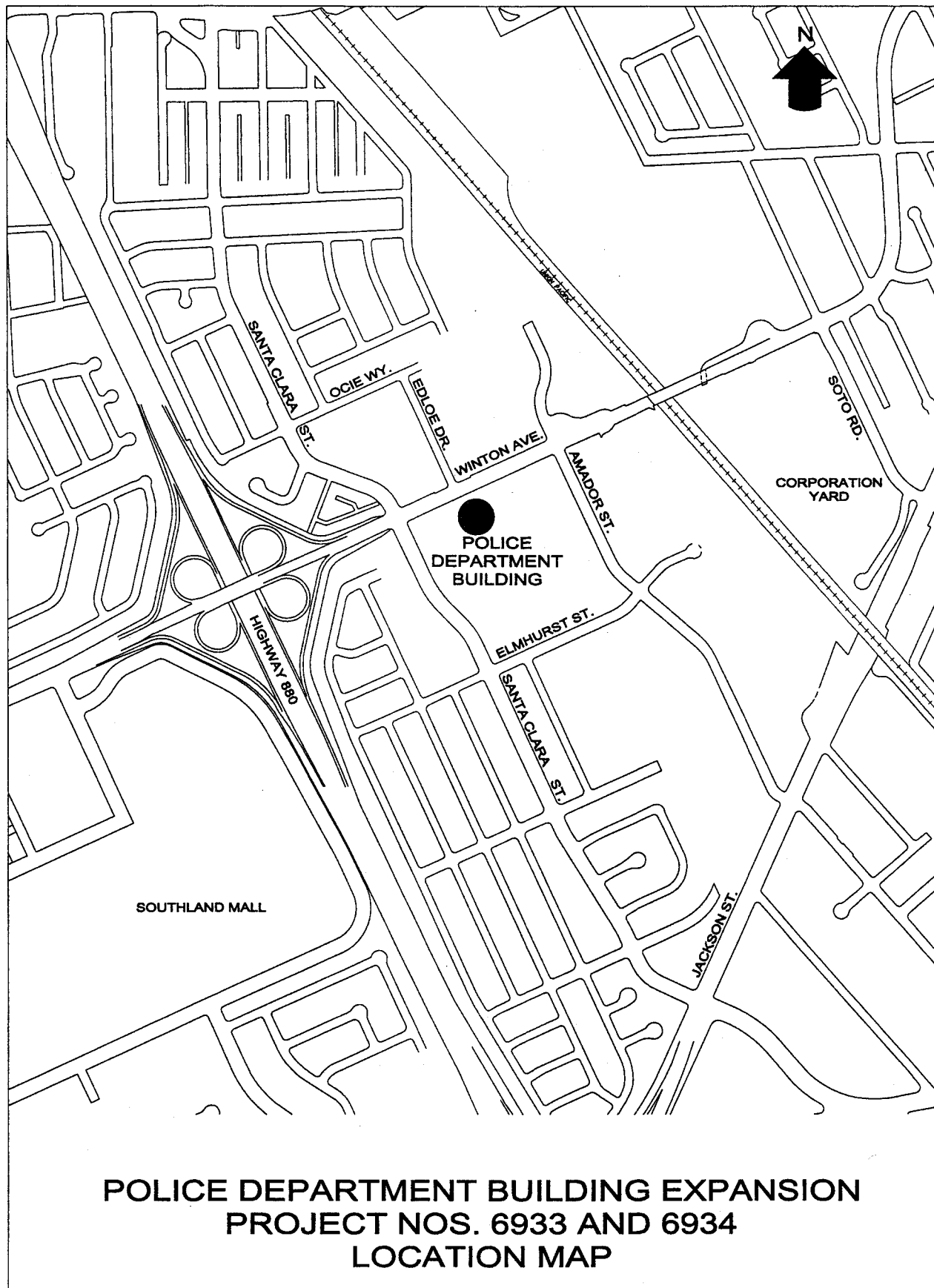


Exhibit A

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

mnf

Introduced by Council Member _____

RESOLUTION APPROVING PLANS AND
SPECIFICATIONS FOR THE POLICE STATION
ENTRANCE AND COMMUNICATIONS CENTER
MODIFICATIONS PROJECTS, PROJECT NOS. 6933
AND 6934, AND CALL FOR BIDS

BE IT RESOLVED by the City Council of the City of Hayward as follows:

1. That those certain plans and specifications for the Police Station Entrance and Communications Center Modifications Projects, Project Nos. 6933 and 6934, on file in the office of the City Clerk, are hereby adopted as the plans and specifications for the project;
2. That the City Clerk is hereby directed to cause a notice calling for bids for the required work and material to be made in the form and manner provided by law;
3. That sealed bids therefor will be received by the City Clerk's office at City Hall, 777 B Street, Hayward, California 94541, up to the hour of 2:00 p.m. on Tuesday, January 29, 2002, and immediately thereafter publicly opened and declared by the City Clerk in the Public Works Conference Room, City Hall, Hayward, California;
4. That the City Council will consider a report on the bids at a regular meeting following the aforesaid opening and declaration of same.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2001

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward